



6th Street, Happy Valley
 Topaz Street, Francisca Village
 Guadalupe, Cebu City, Cebu Philippines, 6000
 032-402-3313 / 0942-281-1983
 info@everlastinghope.org / everlastinghope.org

VISITOR FORM to Everlasting HOPE Center

VISITOR INFORMATION

EVENT INFORMATION

Contact Name:	Date of Visit:
Organization:	Time of Visit:
Email:	No. of patients can be accommodated:
Phone:	No of parents/siblings can be accommodated:
No. of Visitors (no more than 15):	

PURPOSE OF VISIT

WHAT IS YOUR PLAN FOR YOUR PROPOSED VISIT?

DO YOU HAVE ANY QUESTIONS OR NEED ANYTHING FROM EVERLASTING HOPE?

GUIDELINES:

- **You must schedule your visit. We do not accept drop in visitors.** Due to our children having cancer and their risk of infection, we must limit the number of visitors, activities, and events that take place in any given month.
- Visitors who have cough and colds, infection, or other communicable diseases are not allowed to visit.
- Visitors should bring their own mask and wear it during their visit, along with maintaining proper hygiene.
- Visitors must never be alone with a child and avoid unnecessary physical contact. Where any form of manual or physical support is required, it should be provided openly and with consent of child and/or child's parent. Physical contact can be appropriate as long as it is neither intrusive nor disturbing and you have the child's consent.
- Visitors are expected to behave professionally. This includes using appropriate language, wearing appropriate clothing (no short shorts, mini-skirts, tight or see-through clothing). No alcohol, smoking, weapons, or firearms allowed on the premises.
- We are a Christian ministry. Individuals may conduct praise and worship songs and all teachings about God and Jesus must be Bible-based and no doctrines are to be shared.
- We do not allow any magic shows, new age practices, ceremonies, or rituals to be conducted within the Center.
- All performances and dances that would display exploitation or sensuality as part of entertainment are prohibited. Management has the right to stop the activity or event if this is happening.
- You must be responsible for all items brought to the Center. Everlasting HOPE is not liable for any loss or damage.
- Appropriate interactions and confidentiality during your visit must be of top priority.
 - Avoid asking personal questions about the child's case. Rather, get to know the child as a person.
 - Do not make promises to a child or family and avoid giving money to a specific child. Talk to Everlasting HOPE staff first if you wish to bless a specific child. Equality of gift giving and blessings is encouraged.
 - Two official photographers are allowed from your group. Make sure the children are wearing their mask for confidentiality and only appropriate photos/videos are uploaded. Individual selfies are prohibited.
 - Proper usage of social media must be followed. Only one album may be uploaded from your group, tagging Everlasting HOPE Cebu. This album can then be shared amongst your group.
 - All of the above is to maintain the rights of our children and to adhere to our child protection policy.

Printed Name/Signature of Representative/Sponsor

Date Signed